DOCUMENT RESUME

ED 194 113 IR 009 013

AUTHOR Miller, Edward P.; And Others
TITLE A Needs Assessment Survey: Staff Development/Continuing Education in the Kansas City Metropolitan Library Network.
INSTITUTION Kansas City Metropolitan Library Network, Kans.
PUB DATE 79
NOTE 34p.

EDRS PRICE MF01/PC02 Plus Postage.
DESCRIPTORS Librarians; Library Networks; *Library Personnel; Library Surveys; *Needs Assessment; *Professional Continuing Education; *Public Libraries; Questionnaires; *Staff Development
IDENTIFIERS Kansas; Missouri

ABSTRACT

This survey of library personnel had the following objectives: (1) to determine the best subject areas in which to provide continuing educational opportunities for staff members, (2) to determine the level of subject content for each subject area, (3) to identify an expected participant enrollment for each level of each subject, and (4) to identify the best length for educational offerings for each level. Of the 419 library workers targeted, 38 percent responded to the questionnaire; of these, 60 percent were professionals while 27 percent were support staff. Respondents identified interpersonal relations, public relations, supervisory skills, and reference as four of the most desirable subject areas for staff workshops. The study summarizes and details other findings, explains the survey methodology, and illustrates the data reduction techniques used. Appendices include a sample survey questionnaire, lists of participating libraries, and a display of questionnaire statistics. (FM)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

U.S. DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
NATIONAL INSTITUTE OF
EDUCATION

THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL NATIONAL INSTITUTE OF EDUCATION POSITION OR POLICY

ED194113

A NEEDS ASSESSMENT SURVEY:

STAFF DEVELOPMENT/CONTINUING EDUCATION

IN THE

KANSAS CITY METROPOLITAN LIBRARY NETWORK

by

Edward P. Miller
Thomas R. Kochtanek
Steven P. Lane
Ronald Fingerson

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY

Thomas R. Kochtanek

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

Fall 1979

Commissioned by the KCMLN Board
to the Johnson County (Kansas) Public Library

IR009013

TABLE OF CONTENTS

Background 1

Summary Results 1

Methodology 4

Data Reduction 5

Tables 9

Appendices 18

1. Background for the Study

The study was based on Goal #2 of the 1979-80 Goals for the Kansas City Metropolitan Library Network:

> Staff Development and Continuing Education
> Area librarians need carefully planned and coordinated continuing education opportunities to keep informed of changes and developments in librarianship. . . . A sample of professional and non-professional library staff members in all kinds of libraries, as well as library directors, will be contacted both by mail and in person. This study will help the Library Schools in Emporia, Kansas and Columbia, Missouri to avoid duplication in KC Metro area course offerings.

From this statement, the objectives for the needs study were devised:

(1) To determine the most appropriate subject areas in which to provide staff development and/or continuing education opportunities in Kansas City on the basis of felt need;

(2) To determine the appropriate level of subject content for each subject area;

(3) To identify an expected participant enrollment for each level of each subject; and

(4) To identify the best length for educational offerings for each level of each subject.

2. Summary Results

Of the 419 selected in the sample, responses totaled 161 or 38 percent. Of these 85 were from the professional category (60 percent) and 76 were from the support staff

category (27 percent).

From the data the following subject areas were the twelve of highest interest across all levels and both personnel categories (presented in rank order):

*Number	Subject
23	Interpersonal relations
20	Public relations
19	Supervisory skills
5	Reference
15	Measurement and evaluation
12	Computer applications
13	Resource sharing/networking
26	On-line data base searching
7	Government documents
2	Archives/local history
4	Cataloging
18	Creating and producing manuals

On the basis of calculations described in Part 4, the following are the most viable offerings for staff development/continuing education for the Kansas City Metropolitan Library Network member library staffs. They are shown in rank order by expected attendance for one day workshops. (See Table 7 for details.)

---

*Numbers are reference to the survey instrument list of subject areas.

If a one day intermediate workshop is offered, the following would be the priority on basis of attendance expected:

1.	#19 Supervisory skills	48 expected	
2.	#20 Public relations	45 expected	
3.	#23 Interpersonal relations	43 expected	
4.	#5 Reference	24 expected	(Support staff only)
5.	#15 Measurement and evaluation	22 expected	(Professional staff only)
6.	#18 Creating and producing manuals	20 expected	(Professional staff only)

One day workshop, beginning level:

1.	#2 Archives/local history	50 expected	
2.	#12 Computer applications	49 expected	
3.	#26 On-line data base searching	46 expected	
4.	#7 Goverment documents	43 expected	
5.	#18 Creating and producing manuals	34 expected	(Support staff only)
6.	#13 Resource sharing/ networking	33 expected	(support staff only)
7.	#15 Measurement and evaluation	28 expected	(Support staff only)

8.	#4	Cataloging	26 expected (Support staff only)
9.	#5	Reference	24 expected (Support staff only)

One day advanced workshop (all professionals):

1.	#5	Reference	29 expected
2.	#19	Supervisory skills	20 expected
	#20	Public relations	20 expected

3. Methodology

For data gathering a survey instrument was designed (see Appendix I) based upon studies made by CLENE (1972) and NELINET (1978). The instrument was designed to be completed by a random sample of the total network member library staffs. Appendix II is a list of the KCMLN member libraries at the time of the study. Total staff numbered 1,113 at that time.

The sample was stratified by professional and support staff. For the purpose of this stratification professional refers to any staff member recognized by the institution as functioning in a professional capacity; support staff refers to any individual recognized by the institution as functioning in a support capacity. There was a total of 413 in the former population and 700 in the latter.

In order to gather data related to institutional support for continuing education and/or staff development, a sample of library directors was chosen. Each director in the sample

was personally interviewed and responded to the items included in the survey instrument. This sample was stratified to include equal representation from Kansas and Missouri libraries and 20 percent for each type of library. It also included the directors of the network resource libraries. Appendix III is a list of the libraries where directors were included in the sample. A total of 28 directors was interviewed.

Appendix IV shows the sample selection and returns for each of the two groups of staff members. When the initial sample was drawn from the personnel lists supplied by the directors of all KCMLN member libraries, it was recognized that the Kansas City Public Library staff were underpresented and that UMKC support staff were also under-represented. The table in Appendix IV reflects additional random choices for these staffs made to overcome a possible bias in the sample. The sample was randomized by use of a computer program random number generator to select approximately one-third of the total KCMLN member library staffs in each of the two staff categories.

4. Data Reduction

a. The top ten subject areas were identified from the raw data (Table 1) for each personnel category (Directors, Professionals, Support Staff) and by level (Beginning, Intermediate, Advanced). See Table 2. On the basis of its rank, in each respondent category, a weight was assigned

to each subject area: highest = 10, lowest = 1. For each subject area and each level, the ranking weights were added across the three personnel categories.

Example:

	Beginning			Intermediate			Advanced		
	Dir.	Pro.	Sup.	Dir.	Pro.	Sup.	Dir.	Pro.	Sup.
Subject 12	10	+ 9	+ 6 = 25						
Subject 15				10	+ 10	+ 0 = 20			
Subject 5							8	+ 10	+ 7 = 25

The top ten scores for each level were then identified as shown in Table 3 in rank order. The same weighting was applied to this result and the weights summed across the three levels.

Example:

	Beginning		Intermediate		Advanced		
Subject 12	10	+	0	+	0	=	10
Subject 15	3	+	9	+	0	=	9
Subject 23	0	+	10	+	7	=	17

This calculation, when areas were ranked by score, resulted in the top twelve subject areas shown in Table 4.

b. The twelve subject areas were listed to show totals of actual responses from professionals and support staff. These responses were then translated into proportions of

the total for each subject and each level. Since the sample was randomly selected, a valid inference was made that the proportional response would reflect the response of the total population in each group. (Professional n = 413; Support Staff n = 700.)

Example:

	Professional Responses					Support Staff Responses				
Subject #	Beg.	Int.	Adv.	No	Total	Beg.	Int.	Adv.	No	Total
23	7	30	20	17	74	14	23	12	14	63
20	11	24	28	16	79	18	28	10	10	66
19	11	29	27	13	80	16	27	11	11	65

Proportions

	Professional Responses				Support Staff Responses			
Subject #	Beg.	Int.	Adv.	No	Beg.	Int.	Adv.	No
23		.41	.27	.23	.22	.37		
20		.30	.35		.27	.42		
19		.36	.34			.42		

In this latter calculation, a threshold was established of .29 for professional proportions and .37 for support staff proportions. This was based on the expected outcome for the ensuing calculations directed toward determination of expected attendance at any sessions.

c. Data indicated that of the respondents 86 percent of the Professionals and 72 percent of Support Staff were likely to pursue any offered CE opportunity. Table 5 shows the proportion of the total responses for professional and support staff groups interested in particular lengths of offerings.

To determine expected attendance for each level, each personnel category, and each subject area, the following calculation was made:

(Population of category likely to pursue opportunity)	X	(Category proportion of response for each subject by level)	X	(Category proportion of response for each length of offering)

= EXPECTED ATTENDANCE

Example:

Subject #23, Intermediate level; Professional staff; 1 day

413 x .86 x .41 x .32 = 47

Results of these calculations are shown in Tables 6 (a) and 6 (b).

d. If we assume that no more than 50 percent of the potential enrollments will actually be realized for any offering, and that twenty participants will be needed to make the offering, the numbers in Table 6 can be divided by 2 and the results analyzed to see which actual offerings will be viable. These are shown in Table 7.

Table 1

RESPONSES TO SURVEY

No.	TOPIC	DIRECTOR'S SURVEY				PROFESSIONAL STAFF SURVEY				SUPPORT STAFF SURVEY			
		Beg.	Int.	Adv.	None	Beg.	Int.	Adv.	None	Beg.	Int.	Adv.	None
1	Selection/acquisition	6	11	11	6	6	18	30	23	21	18	3	16
2	Archives/local history	9	5	6	9	24	14	8	30	31	8	2	24
3	Records management	7	5	8	8	14	26	8	31	21	21	6	18
4	Cataloging	9	9	19	3	7	20	22	30	28	18	8	15
5	Reference	9	12	15	5	3	22	41	15	26	25	11	8
6	Library use	7	11	8	6	3	11	22	39	9	25	26	7
7	Government documents	11	6	7	6	25	21	14	25	24	9	4	23
8	Interlibrary loan	5	10	10	7	17	12	14	34	19	17	8	22
9	Serials	8	14	10	3	12	24	12	30	23	13	5	24
10	Nonprint media	5	7	12	4	13	27	20	17	19	8	5	24
11	Planning	8	12	13	3	11	17	26	21	29	13	7	18
12	Computer application	14	6	8	2	26	21	13	16	29	17	5	14
13	Resource sharing/ networking	10	10	8	2	20	19	22	19	32	10	3	19
14	Service to special groups	8	8	8	7	14	19	20	34	22	15	7	21
15	Measurement and evaluation	9	14	8	3	12	31	12	25	28	9	4	25
16	Grants	10	11	9	3	18	23	11	31	24	6	2	24
17	Writing policies, goals, objectives	5	9	13	4	14	25	21	27	27	15	3	20

Table 1 (continued)

No.	TOPIC	DIRECTOR'S SURVEY				PROFESSIONAL STAFF SURVEY				SUPPORT STAFF SURVEY			
		Beg.	Int.	Adv.	None	Beg.	Int.	Adv.	None	Beg.	Int.	Adv.	None
18	Creating and producing manuals	8	12	11	2	13	29	13	29	33	12	5	15
19	Supervisory skills	6	11	12	4	11	29	27	13	16	27	11	11
20	Public relations	6	13	13	3	11	24	28	16	18	28	10	10
21	Micrographics	9	12	8	2	14	20	8	35	22	5	1	26
22	Community analysis	6	8	7	8	21	12	15	31	23	13	3	24
23	Interpersonal relations	6	13	14	4	7	30	20	17	14	23	12	14
24	Personnel	3	10	14	5	8	25	20	26	17	20	8	19
25	Budgeting	6	9	13	6	12	23	16	25	27	8	5	23
26	Online data base searching	11	8	9	2	29	14	25	20	25	15	5	16
27	Staff/user interface	7	8	16	2	12	17	25	15	22	15	5	19
28	Audiovisual	0	0	3	0	--	--	--	--	--	--	--	--

Table 2

TOP TEN SUBJECT AREAS IN RANK ORDER
FOR EACH PERSONNEL CATEGORY, EACH LEVEL

DIRECTORS			PROFESSIONAL			SUPPORT		
Elementary	Inter-mediate	Advanced	Elementary	Inter-mediate	Advanced	Elementary	Inter-mediate	Advanced
12	15	4	26	15	5	18	20	6
26	9	27	12	23	1	13	19	23
7	23	5	7	19	20	2	6	19
16	20	24	2	18	19	12	5	5
13	21	23	22	10	11	11	23	20
21	18	25	13	3	27	15	3	24
15	11	20	16	24	26	4	24	8
5	5	17	8	17	13	25	4	4
4	19	11	21	20	6	17	1	14
2	16	19	17	9	4	5	12	11

Table 3

TOP TEN SUBJECT AREAS FOR EACH LEVEL
WITH AGGREGATED PERSONNEL CATEGORIES

Rank	Elementary	Rank	Intermediate	Rank	Advanced
1	12	1	23	1	5
2	13	2	15	2	20
3	26	3	20	3	9
4	7	3	19	4	23
4	2	5	18	5	4
6	16	6	9	5	27
7	18	6	5	7	24
8	15	6	3	7	6
9	21	9	24	9	11
10	4	9	6	9	1
10	22	10	21	10	25
10	11				

Table 4

TOP TWELVE SUBJECT AREAS IN RANK ORDER
FOR AGGREGATED PERSONNEL CATEGORIES, AGGREGATED LEVELS

Number	Subject
23	Interpersonal relations
20	Public relations
19	Supervisory skills
5	Reference
15	Measurement and evaluation
12	Computer application
13	Resource sharing/networking
26	Online data base searching
7	Government documents
2	Archives/local history
4	Cataloging
18	Creating and producing manuals

Table 5

PREFERENTIAL LENGTHS OF DURATION
FOR CONTINUING EDUCATION PROGRAMS

Length of Program	PROFESSIONAL		SUPPORT	
	No. of Responses	Percent of Total	No. of Responses	Percent of Total
Half day	15	.12	25	.24
One day	41	.32	27	.26
Saturday	12	.09	12	.12
Weekend	21	.16	11	.11
Week	15	.12	8	.08
Semester	14	.11	16	.15
Summer school	11	.09	5	.05
TOTAL	129	100%	104	100%

Table 6 (a)

EXPECTED PROFESSIONAL ENROLLMENT
FOR RANKED SUBJECTS BY LEVEL AND LENGTH OF PROGRAM

SUBJECT / Level and Length of Program	Level of Support	Half Day	Day	Saturday	Weekend	Week	Semester	Summer School
Interpersonal relations	Int.	17	47	13	23	17	16	13
Public relations	Int.	13	34	10	17	13	12	10
Public relations	Adv.	15	40	11	20	15	14	11
Supervisory skills	Int.	15	41	12	21	15	14	12
Supervisory skills	Adv.	14	39	11	19	14	13	11
Reference	Adv.	21	57	16	28	21	20	16
Measurement and evaluation	Int.	17	44	13	22	17	15	13
Computer application	Beg.	14	39	11	19	14	13	11
Resource sharing/ networking	BELOW THRESHOLD							
Online data base searching	Beg.	14	37	11	19	14	13	11
Government documents	Beg.	12	33	9	17	12	11	9
Archives/local history	Beg.	14	36	10	18	14	12	10
Cataloging	BELOW THRESHOLD							
Creating and producing manuls	Int.	15	40	11	20	15	14	11

Table 6 (b)

EXPECTED SUPPORT STAFF ENROLLMENT
FOR RANKED SUBJECTS BY LEVEL AND LENGTH OF PROGRAM

SUBJECT / Level and Length of Program	Level of Support	Half Day	Day	Saturday	Weekend	Week	Semester	Summer School
Interpersonal relations	Int.	45	48	22	21	15	28	9
Public relations	Int.	51	55	25	23	17	32	11
Supervisory skills	Int.	42	55	25	23	17	32	11
Reference	Beg.	45	48	22	21	15	28	9
Reference	Int.	44	47	22	20	15	27	9
Measurement and evaluation	Beg.	51	55	25	23	17	32	11
Computer application	Beg.	54	59	27	25	18	34	11
Resource sharing/ networking	Beg.	60	66	30	28	20	38	13
Online data base searching	Beg.	50	54	25	23	17	31	10
Government documents	Beg.	48	52	24	22	16	30	10
Archives/local history	Beg.	58	63	29	27	19	36	2
Cataloging	Beg.	48	52	24	22	16	30	10
Creating and producing manuals	Beg.	62	67	31	28	21	39	13

Table 7

EXPECTED ENROLLMENT FOR BOTH PROFESSIONAL AND SUPPORT GROUPS
FOR RANKED SUBJECTS BY LEVEL AND LENGTH OF PROGRAM

SUBJECT / Level and Length of Program	Level of Support	Half Day	Day	Saturday	Weekend	Week	Semester	Summer School
Interpersonal Relations	Int.	31	43	--	22	--	22	--
Public relations	Int.	32	45	--	20	--	22	--
Public relations	Adv.*	--	20	--	--	--	--	--
Supervisory skills	Int.	29	48	--	22	--	23	--
Supervisory skills	Adv.*	--	20	--	--	--	--	--
Reference	Beg.**	23	24	--	--	--	--	--
Reference	Int.**	22	24	--	--	--	--	--
Reference	Adv.*	--	29	--	--	--	--	--
Measurement and evaluation	Beg.**	26	28	--	--	--	--	--
Measurement and evaluation	Int.*	--	22	--	--	--	--	--
Computer application	Beg.	34	49	--	22	--	24	--
Resource sharing/networking	Beg.**	30	33	--	--	--	--	--
Online data base searching	Beg.	32	46	--	21	--	22	--
Government documents	Beg.	30	43	--	20	--	21	--
Archives/local history	Beg.	36	50	20	23	--	24	--
Cataloging	Beg.**	24	26	--	--	--	--	--
Creating and producing manuals	Beg.**	31	34	--	--	--	20	--
Creating and producing manuals	Int.*	--	20	--	--	--	--	--

*Professional groups only.
**Support staffs only.

APPENDIX I

KANSAS CITY METROPOLITAN LIBRARY NETWORK

CONTINUING EDUCATION NEEDS ASSESSMENT

QUESTIONNAIRE

1. TITLE OF THE PERSON COMPLETING THIS FORM: _____

2. PLEASE IDENTIFY YOUR EDUCATIONAL BACKGROUND:

   A. CIRCLE THE NUMBER OF YEARS OF YOUR FORMAL EDUCATION:

   1 2 3 4 5 6 7 8 9 / 10 11 12 / 13 14 15 16 / 17 / 18 19 20

   B. DEGREES/TRAINING

   0 ( ) TECHNICAL SCHOOL
   1 ( ) ASSOCIATE DEGREE, DISCIPLINE _____
   2 ( ) BACHELOR'S DEGREE, DISCIPLINE _____
   3 ( ) MASTER'S DEGREE, DISCIPLINE _____
   4 ( ) POST MASTER'S DEGREE DISCIPLINE _____
   5 ( ) DOCTORATE, DISCIPLINE _____

3. WHAT IS THE TYPE OF LIBRARY IN WHICH YOUR WORK:

0:0	( )	SPECIAL:	1 ( )	INDUSTRIAL,	2 ( )	BUSINESS	
1:0	( )	MEDICAL:	1 ( )	PRIVATE,	2 ( )	PUBLIC	
2:0	( )	ACADEMIC:	1 ( )	PRIVATE,	2 ( )	PUBLIC	
3:0	( )	PUBLIC:	1 ( )	URBAN,	2 ( )	SURBURBAN,	3 ( ) RURAL
4:0	( )	SCHOOL:	1 ( )	PRIVATE,	2 ( )	PUBLIC	

4. WHAT IS YOUR CURRENT JOB APPOINTMENT:

   0( ) CLERICAL
   1( ) TECHNICAL
   2( ) PROFESSIONAL
   3( ) ADMINISTRATIONAL
   4( ) OTHER _____

5. PLEASE SHOW YOUR AGREEMENT OR DISAGREEMENT WITH THE FOLLOWING DEFINITIONS FOR CONTINUING EDUCATION (CE):

YES	NO	
0( )	1( )	CE INVOLVES ACTIVITIES BEYOND THE EDUCATION NECESSARY FOR ENTRANCE INTO THE FIELD.
0( )	1( )	CE ENHANCES YOUR COMPETENCY FOR THE JOB.
0( )	1( )	CE KEEPS THE INDIVIDUAL UP-TO-DATE.
0( )	1( )	CE MEANS PERSONAL DEVELOPMENT.
0( )	1( )	CE INCLUDES REFRESHING ONE'S KNOWLEDGE.
0( )	1( )	CE ALLOWS FOR NEW AREAS OR SKILLS.
0( )	1( )	CE FURTHERS THE ORGANIZATION'S GOALS AND OBJECTIVES.
0( )	1( )	CE IS FOR ALL PERSONNEL.

PLEASE INDICATE YOUR CE NEEDS FROM THE FOLLOWING:

IF YOUR LEVEL OF NEED IS BEGINNIG, MARK 'B'
IF YOUR LEVEL OF NEED IS INTERMEDIATE, MARK 'I'
IF YOUR LEVEL OF NEED IS ADVANCED, MARK 'A'
IF YOU HAVE NO NEED, MARK 'NO'

	B	I	A	NO	
1.	0( )	1( )	2( )	3( )	SELECTION/ACQUISITION
2.	0( )	1( )	2( )	3( )	ARCHIVES/LOCAL HISTORY
3.	0( )	1( )	2( )	3( )	RECORDS MANAGEMENT
4.	0( )	1( )	2( )	3( )	CATALOGING
5.	0( )	1( )	2( )	3( )	REFERENCE
6.	0( )	1( )	2( )	3( )	LIBRARY USE
7.	0( )	1( )	2( )	3( )	GOVERNMENT DOCUMENTS
8.	0( )	1( )	2( )	3( )	INTERLIBRARY LOAN
9.	0( )	1( )	2( )	3( )	SERIALS
10.	0( )	1( )	2( )	3( )	NONPRINT MEDIA
11.	0( )	1( )	2( )	3( )	PLANNING
12.	0( )	1( )	2( )	3( )	COMPUTER APPLICATION
13.	0( )	1( )	2( )	3( )	RESOURCE SHARING/NETWORKING
14.	0( )	1( )	2( )	3( )	SERVICES TO SPECIAL GROUPS
15.	0( )	1( )	2( )	3( )	MEASUREMENT AND EVALUATION
16.	0( )	1( )	2( )	3( )	GRANTS
17.	0( )	1( )	2( )	3( )	WRITING POLICIES, GOALS AND OBJECTIVES
18.	0( )	1( )	2( )	3( )	CREATING AND PRODUCING MANUALS
19.	0( )	1( )	2( )	3( )	SUPERVISORY SKILLS
20.	0( )	1( )	2( )	3( )	PUBLIC RELATIONS
21.	0( )	1( )	2( )	3( )	MICROGRAPHICS
22.	0( )	1( )	2( )	3( )	COMMUNITY ANALYSIS
23.	0( )	1( )	2( )	3( )	INTERPERSONAL RELATIONS
24.	0( )	1( )	2( )	3( )	PERSONNEL
25.	0( )	1( )	2( )	3( )	BUDGETING
26.	0( )	1( )	2( )	3( )	ONLINE DATE BASE SEARCHING
27.	0( )	1( )	2( )	3( )	STAFF/USER INTERFACE

6. HOW MANY TIMES DID YOU PARTICIPATE IN A CE ACTIVITY IN THE LAST YEAR:

_____

7. ESTIMATE THE TOTAL COST TO YOU FOR YOUR CE ACTIVITIES IN THE LAST YEAR:

$_____

8. INDICATE THE SOURCE FOR YOUR CURRENT CONTINUING EDUCATION:

0( ) NATIONAL
1( ) REGION (MULTI-STATE)
2( ) STATE
3( ) REGIONAL (WITHIN A SINGLE STATE)
4( ) LOCAL
5( ) WITHIN YOUR INSTITUTION
6( ) DO NOT KNOW
7( ) OTHER_____

9. WHAT IS YOUR PRIORITY FOR CE:

HIGH	MEDIUM	LOW	NONE	DON'T KNOW	
0( )	1( )	2( )	3( )	4( )	IS NOW
0( )	1( )	2( )	3( )	4( )	SHOULD BE

10. WHAT ARE THE CONSTRAINTS AGAINST CE:

0( ) PERSONAL COSTS
1( ) ORGANIZATIONAL STRUCTURE
2( ) ATTITUDE
3( ) TIME
4( ) LACK OF APPROPRIATE PROGRAMS
5( ) OTHER AREAS MORE PRESSING
6( ) OTHER_____

11. WHAT FORMATS DO YOU LEARN THE MOST FROM:

0( ) FORMAL COURSES
1( ) WORKSHOPS
2( ) INSTITUTES
3( ) TELEVISION COURSES
4( ) ON THE JOB TRAINING
5( ) CORRESPONDENCE COURSES
6( ) PROGRAMED INSTRUCTION
7( ) OTHER_____

12. WHAT LENGTH OF TIME IS BEST FOR YOU FOR A CE PROGRAM:

0( ) HALF DAY
1( ) ONE DAY
2( ) SATURDAY
3( ) WEEKEND
4( ) WEEK
5( ) SEMESTER
6( ) SUMMER SCHOOL

13. WHAT DISTANCE WOULD YOU TRAVEL FOR A CE PROGRAM:

0( ) WITHIN ONE HOUR
1( ) WITHIN TWO HOURS
2( ) MORE THAN TWO HOURS
3( ) WILL NOT TRAVEL

14. WHAT TIME OF YEAR DO YOU FIND MOST CONVENIENT FOR A CE PROGRAM:

0( ) SPRING
1( ) SUMMER
2( ) FALL
3( ) WINTER
4( ) ANYTIME

15. WHAT TIME OF DAY DO YOU FIND MOST CONVENIENT FOR A CE PROGRAM:

0( ) MORNINGS
1( ) AFTERNOONS
2( ) EVENINGS
3( ) ANYTIME

16. DOES YOUR INSTITUTION OFFER SOME INVENTIVE FOR COMPLETING A CE ACTIVITY:

0( ) YES, IF YES, INDICATE THE INCENTIVE
1( ) NO

0( ) SALARY
1( ) PROMOTION
2( ) JOB COMPETENCY
3( ) OTHER

17. DOES YOUR ORGANIZATION CURRENTLY HAVE A WRITTEN POLICY:

0( ) YES
1( ) NO, IF NO, DOES YOUR ORGANIZATION MAKE PROVISIONS FOR CE:

0( ) YES
1( ) NO

18. ARE YOUR LIKELY TO PURSUE ANY OFFERED CONTINUING EDUCATION OPPORTUNITIES:

0( ) YES
1( ) NO

19. ARE CONTINUING EDUCATION UNITS (CEUs) IMPORTANT TO YOU:

0( ) YES
1( ) NO

APPENDIX II

KANSAS CITY METROPOLITAN LIBRARY NETWORK

KANSAS LIBRARIES

Benedictine College Library

Clendening Library
University of Knasas Medical Center

Johnson County Community College Library

Johnson County Library

Kansas City Kansas Community College Library

Kansas City Kansas Public Library

Lawrence Public Library

Mabee Library
Washburn University

Menninger Foundation Professional Library
The Menninger Foundation

Myers Library
Ottawa Universtiy

Mid-America Nazarene College Library

Oak Grove Elementary School Library

Olathe Public Library

Ottawa Library

Providence-St. Margaret Health Center Medical Library

University of Kansas Libraries

MISSOURI LIBRARIES

American Nurses Association Library

Baptist Memorial Hospital Learning Resources Center

Barstow School

Calvary Bible College

Cass County Public Library

Clinton High School Library

College of Osteopathic Medicine Library

Drexel R-IV School

Excelsior Springs High School Library

Ferderal Reserve Bank of Kansas City Research Library

Hall-McCarter Junior High School Library

Harrisonville Senior High School Library

Hickman Mills C-1 School District

Hooley-Bundschu Library

Independence Sanitarium and Hospital Library

Kansas City Missouri Public Library

Lewis Middle School Library

Linda Hall Library of Science and Technology

Longview Community College Library

Maple Woods Community College Library

Mary Harmon Weeks School
Special Education Resource Center

Mid-Continent Public Library

Midwest Research Institute Library

Missouri Western State College Library

Mobay Chemical Corporation
Agricultural Chemicals Division

APPENDIX III

LIBRARY DIRECTOR'S SURVEY

I. ACADEMIC LIBRARIES

KANSAS CITY KANSAS COMMUNITY COLLEGE LIBRARY
MID-AMERICA NAZARENE COLLEGE LIBRARY
MISSOURI WESTERN COLLEGE LIBRARY
PARK COLLEGE LIBRARY
ROCKHURST COLLEGE LIBRARY
ST. PAUL'S COLLEGE LIBRARY
UNIVERSITY OF KANSAS LIBRARIES
* UNIVERSTIY OF MISSOURI-KANSAS CITY

II. MEDICAL LIBRARIES

* CLENDENING LIBRARY, UNIVERSITY OF KANSAS MEDICAL CENTER
KANSAS CITY COLLEGE OF OSTEOPATHIC MEDICINE LIBRARY
RESEARCH MEDICAL CNETER LIBRARY

III. PUBLIC LIBRARIES

CASS COUNTY PUBLIC LIBRARY
* JOHNSON COUNTY LIBRARY
* KANSAS CITY KANSAS PUBLIC LIBRARY
* KANSAS CITY MISSOURI PUBLIC LIBRARY
LEAVENWORTH PUBLIC LIBRARY
* MID-CONTINENT PUBLIC LIBRARY
NORTH KANSAS CITY PUBLIC LIBRARY
TRAILS REGIONAL LIBRARY

IV. SEPCIAL LIBRARIES

* LINDA HALL LIBRARY
MIDWEST RESEARCH INSTITUTE LIBRARY
WADDELL & REED RESEARCH LIBRARY

V. SCHOOL LIBRARIES

BARSTOW SCHOOL LIBRARY
HALL-MCCARTER JUNIOR HIGH SCHOOL LIBRARY
HICKMAN MILLS C-1 SCHOOL DISTRICT
NOTRE DAME DESION HIGH SCHOOL LIBRARY
OAK GROVE ELEMENTARY SCHOOL LIBRARY
WINNETONKA HIGH SCHOOL LIBRARY

* DENOTES KANSAS CITY METROPOLITAN LIBRARY NETWORK RESOURCE LIBRARY

New Mark Junior High School Library

North Kansas City Public Library

Notre Dame deSion High School Library

Park College Library

Park Hill North Junior High School Library

Penn Valley Community College Library

Pioneer Community College Library

Platte County R-III High School Library

Raytown School District

Research Medical Center Library

Rockhurst College Library

Ruskin Media Center
Consolidated School District #1

St. Joseph Hospital
Health Science Library

St. Lukes Hospital Medical Library

St. Mary's Hospital Library

St. Paul's College Library

Trails Regional Library

University of Missouri at Kansas City General Library

University of Missouri at Kansas City
School of Dentistry Library

University of Missouri at Kansas City
Medical Library

Waddell & Reed Research Library

Western Missouri Mental Health Center Library

William Broadhurst Library
Nazarene Theological Seminary

William Chrisman High School Library

Winnetonka High School Library

APPENDIX IV

QUESTIONNAIRE STATISTICS

PROFESSIONAL STAFF

TYPE	TOTAL	% TOTAL	SAMPLE NUMBER	NUMBER RETURNED	% RETURNED
SPECIAL	36	.09	10	7	.70
MEDICAL	34	.08	9	8	.89
ACADEMIC	131	.32	45	28	.60
PUBLIC	93	.22	39 (18)#	29	.74
SCHOOL	119	.29	39	13	.33
TOTAL	413	100%	142	85	.60

SUPPORT STAFF

TYPE	TOTAL	% TOTAL	SAMPLE NUMBER	NUMBER RETURNED	% RETURNED
SPECIAL	18	.02	5	3	.60
MEDICAL	37	.05	16 (3)*	6	.38
ACADEMIC	179	.26	72 (7)*	24	.33
PUBLIC	439	.63	175 (21)#	40	.23
SCHOOL	27	.04	9	3	.33
TOTAL	700	100%	277	76	.27
GRAND TOTAL	1113		419	161	.38

* ADDED TO INCLUDE UMKC SUPPORT STAFF
# ADDED TO INCLUDE KANSAS CITY MISSOURI PUBLIC LIBRARY